

## MSS GLOBAL RECOGNIZED PROGRESSION™ SERVICE

A DELIBERATE, SUPPORTED PATH TO INTERNATIONAL CERTIFICATION

### WHAT IS RECOGNIZED PROGRESSION™?

- A service which assists companies with limited resources or experience prepare for internationally recognized certification in a deliberate manner.
- It helps companies generate capacity and knowledge in a logical manner through measured, progressive educational support.
- Allows a company to have key components of its management system assessed and graded through an MSS Global recognized progress award.
- Companies can stay at any level, or logically progress to undergo the full internationally recognized certification audit.
- A stepped approach which, within specified time constraints, allows a company to build or improve its management system in a logical progression.
- Highly flexible, a company can jump to the final, full ISO certification phase at any point.
- MSS Global provides recognition certificates which clients can provide to their customer to prove progress towards accredited certification to desired international standard(s).
- Our recognized progression service includes support to Private Security Companies (PSCs) seeking international certification to ISO 18788:2015 and PSC.1-2012.



PHASE	ASSESSMENT SCOPE	ASSESSMENT METHOD
Final	International accredited certification to recognized standards	Full audit to include on-site verification
Silver	Self Awareness: <ul style="list-style-type: none"> <li>• Key Performance Indicators</li> <li>• Internal Audit</li> <li>• Management Review</li> </ul>	Document Review
Bronze	Operational Procedures & Plans	Document Review
Foundation	<ul style="list-style-type: none"> <li>• Strategy &amp; leadership</li> <li>• Risk Assessment Methodology</li> <li>• Resourcing</li> </ul>	Document Review

## PHASE 1: FOUNDATIONAL ASSESSMENT CRITERIA (FOR PSCs USING ISO 18788:2015 EXAMPLE) BUSINESS BASICS (ISO CLAUSES 4 - 7) 'PLAN'

SUBMISSION DOCUMENTATION	MSS GLOBAL Best Practices Education Support
1. Mission, vision, values—code of business ethics.	Education: 10 minute video & downloadable generic example documents*
2. Security Operations Policy.	Education: 10 minute video & downloadable generic example documents*
3. Business Objectives (Security/Balanced).	Education: 20 minute video & downloadable generic example documents*
4. Risk Assessment methodology to include risk criteria: <ul style="list-style-type: none"> <li>Human Rights Impact Assessment</li> <li>Occupational Health and Safety Policy</li> </ul>	Education: 30 minute video & downloadable generic example documents* <ul style="list-style-type: none"> <li>ICoCA Annex B</li> </ul>
5. Stakeholder analysis/register.	Education: 10 minute video & downloadable generic example documents*
6. Organizational roles, responsibilities and accountabilities.	Education: 15 minute video & downloadable generic example documents*
7. Supply Chain mapping/identification.	Education: 10 minute video & downloadable generic example documents*
8. Legal and regulatory: <ul style="list-style-type: none"> <li>Company registration documents</li> <li>Operating license(s)</li> </ul>	Education: 10 minute video & downloadable generic example documents*
9. Proof of Insurance.	
10. Proof of financial stability (e.g., income statement for past 2 years, current balance sheet, letters of credit).	

\*The downloadable generic example documents are not templates; they provide you with clear examples of best practice approaches.

## PHASE 2: BRONZE ASSESSMENT CRITERIA (FOR PSCs USING ISO 18788:2015 EXAMPLE) OPERATIONAL PLANNING & CONTROL (ISO CLAUSES 6-8) 'PLAN/DO'

SUBMISSION DOCUMENTATION	MSS GLOBAL Best Practices Education Support
1. Corporate (Strategic) <ul style="list-style-type: none"> <li>Planning</li> <li>Business/project plan(s) to include: External context (market and competitor analysis)</li> </ul>	Education: 30 minute video & downloadable generic example documents*
2. Bid/Contract <ul style="list-style-type: none"> <li>Planning process</li> <li>Contract management process(s)</li> </ul>	Education: 20 minute video & downloadable generic example documents*
3. Service delivery planning <ul style="list-style-type: none"> <li>Program/project plans</li> <li>Operational processes/procedures (if PSC include RUF)</li> </ul>	Education: 20 minute video & downloadable generic example documents*
4. Human Resources Management <ul style="list-style-type: none"> <li>Recruitment/screening process'</li> <li>Job/duty descriptions</li> <li>Training and qualification requirements/plans</li> <li>Employee handbook/HR policies</li> </ul>	Education: 30 minute video& downloadable generic example documents *

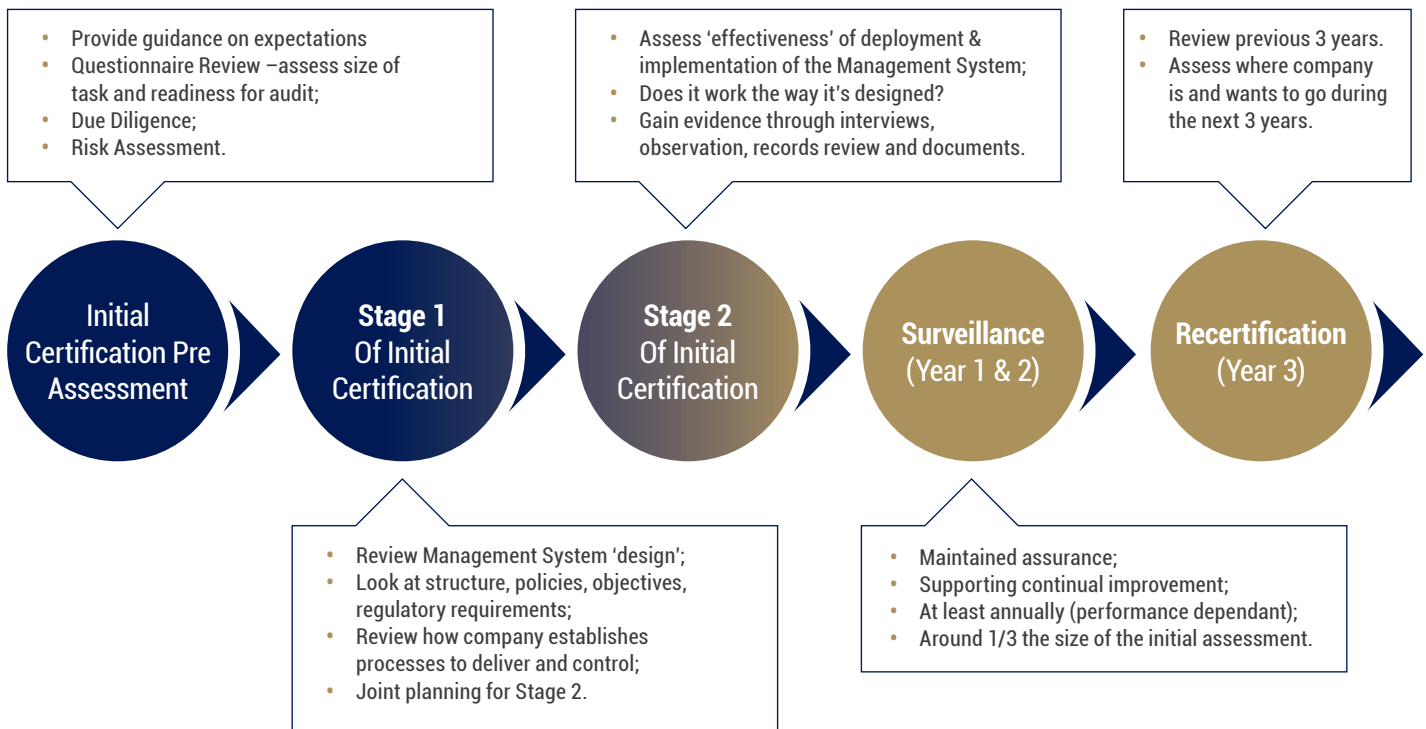
\*The downloadable generic example documents are not templates; they provide you with clear examples of best practice approaches.

## PHASE 3: SILVER ASSESSMENT CRITERIA (FOR PSCs USING ISO 18788:2015 EXAMPLE) PERFORMANCE IMPROVEMENT (ISO CLAUSES 9-10) 'CHECK/ACT'

SUBMISSION DOCUMENTATION	MSS GLOBAL Best Practices Education Support
1. Key Performance Indicators (KPI) to company objectives <ul style="list-style-type: none"> <li>KPI targets and SMART Objectives</li> </ul>	Education: 30 minute video & downloadable generic example documents*
2. Internal auditing <ul style="list-style-type: none"> <li>Schedule</li> <li>Internal audit reports</li> </ul>	Education: 15 minute video & downloadable generic example documents*
3. Management review and inputs/outputs	Education: 20 minute video & downloadable generic example documents*
4. Process Management	Education: 20 minute video & downloadable generic example documents*

\*The downloadable generic example documents are not templates; they provide you with clear examples of best practice approaches.

## PHASE 4: FINAL ASSESSMENT CRITERIA (FOR PSCs USING ISO 18788:2015 EXAMPLE) ACCREDITED CERTIFICATION TO INTERNATIONAL STANDARD(S)



**RECOGNIZED PROGRESSION™ APPROACH CAN REDUCE ON-SITE STAGE 1 BY UP TO 50%**

Note: Figure depicts normal audit approach.

Additional preparatory work: Scope definition, Statement of conformance, Statement of applicability.

## RECOGNIZED PROGRESSION™ PROTOCOLS

### HOW WE MEASURE AND AWARD RECOGNIZED PROGRESSION

- The client must progress logically through each level. They can accelerate through as many levels as they wish at any time, however will be required to demonstrate acceptable achievement for each level.
- MSS Global will provide a recognition certificate on achievement of each level, with recognition on our website.
- MSS Global will also provide explanations to client's customers upon request.
- If progress to the next level is not achieved within 12 months, then the recognition award is removed, or a client has to revalidate that award 2 months prior to expiry for that level, and those that underpin it. (e.g., staying at SILVER beyond 1 year would require revalidation of FOUNDATION, BRONZE & SILVER through a discounted maintenance fee).
- If recognition lapses a client must start the process again from the beginning.
- All assessment criteria per module:  
Score 1 – 4:
  - 1 = Insufficient evidence
  - 2 = Partial achievement
  - 3 = Acceptable achievement
  - 4 = Strong achievement
- Client requires a score of 3 or greater for every criteria in order to be awarded recognition certificate and progress to the next level

### PRICING

Foundational: \$ upon request

Bronze: \$ upon request

Silver: \$ upon request

(The fee includes access to education materials, recognized progression phase decision and certificate, presence on the MSS Global website, the first 1 day document assessment and 1 resubmission of evidence; further resubmissions for each phase incur additional fees charged in 0.5 day increments.)

Final: (Full internationally accredited ISO Certification): Dependant upon:

- Standards requested
- Desired scope
- Size of operational footprint (numbers of people and range of services)
- Geographic locations/ travel days required.
- Pricing as per normal full ISO certification, with Stage 1 duration reduced by up to 50% if the RP approach has been taken.

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### Pricing Notes

- As a client you can request on-site Gap Analysis support during any phase at standard auditor day rate as per MSS Global general Terms and Conditions;
- Payment in full prior to accepting supporting documents for each phase;
- The revalidation fee is 1/2 the initial progression phase fee.

## MSS GLOBAL

Contact us now for an application questionnaire; we can then provide you with free, no-obligation, estimate:

[info@mssglobal.com](mailto:info@mssglobal.com)

[www.mssglobal.com](http://www.mssglobal.com)

\* MSS Global is not a consultancy. The education package uses generic examples; it does not provide 'templates'. The service focuses on the conceptual fundamentals of a risk based approach to management systems, and interprets this for the PSC sector; it does not provide client specific solutions as defined in ISO 17021-1:2015, Clause 3.3.